

REQUEST TO CARE FOR ADDITIONAL CHILDREN

(25 Square Foot Request)

The licensed capacity of a child care learning center or group day care home is based on having thirty-five square feet of usable floor space per child. However, a licensed center is permitted to designate two specific one-hour periods each day when it may increase its licensed capacity for children three years and older. During these periods, which may be either two separate hours or two consecutive hours, the center may provide only twenty-five square feet of usable floor space for children three years and older. To designate such periods, please complete this request and submit it to your Child Care Consultant. The designated hours remain constant and may only be changes by submitting a new written request to Bright from the Start.

[Rules 591-1-1.19(2) & 290-2-1-.12(j)]

**NAME OF
CENTER:** _____

ADDRESS: _____

COUNTY: _____

PHONE NUMBER _____

Period (s) Requested (Check One)

- | | |
|--------------------------------|--|
| 1. _____ Two Separate Hours | from _____ to _____ and
from _____ to _____ |
| 2. _____ Two Consecutive Hours | from _____ to _____ |

Instructions:

- Attach a floor plan showing the specific rooms involved and their dimensions (applies to **3 years** and older) and the number and location of existing toilets and lavatories.
- Attach a listing of staff assigned to each group of children.

***Note:** If the licensed capacity is already limited by local health officials or by the Georgia Department of Natural Resources due to the size of the sewage disposal system or water supply, written approval to increase capacity during the designated time periods must be obtained from the official having jurisdiction. Group day care homes licensed for 12 children must submit approval from the fire marshal in order to increase the capacity to 13 –18 children.*

I understand that all other applicable rules and regulations apply during this approved time periods.

Director's Name

Director's Signature

Date

RETURN TO YOUR ASSIGNED CHILD CARE CONSULTANT

YOU WILL BE NOTIFIED IN WRITING REGARDING THE OUTCOME OF THIS REQUEST.